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MINUTES

DEPENDENT MEDICAL PROGRAM MEETING
27 August 1958

1 - C/MS, DC/MS, C/TSD, C/SD, Registrar, and Chief Nurse met this date concerning the Dependent Medical Program. C/MS raised several questions in order to prime a discussion regarding the proceedings and problems of the Program as it now exists. The following is a summary of the problems presented by the group and the solutions decided upon.

2 - The new facilities are too small to hold the number of dependents currently being scheduled and too open to keep the young children under control. It was decided to examine the adults and children on separate days with age 12 the cutoff age for adult dependents. The adult dependents will be scheduled in conjunction with the Staff Employee female examinations; and the dependent dependents will be scheduled on a spaced basis, depending on the number of children in the particular family. Under this system, the mothers will be able to accompany their children to their examinations; and both examining rooms can be used for examinations. In the past, one room has been used for a dressing room. At the present time, Dr. [REDACTED] is examining both the adult and young dependents. A pediatrician, Dr. [REDACTED] is being cleared; and he will devote two or three sessions a week to examining the children.

3 - The Medical Staff receives dependent requirements in one of three ways: the Form 89 indicates an examination is necessary; the particular area division requires dependent examinations; or the individual dependent requests an examination. Commo and SR have been the most cooperative divisions up to date. FE has caused a few problems, but these seem to have been resolved.

4 - Once an employee has been identified as a possible overseas candidate, a set procedure is usually followed. The employee is examined; and if found medically qualified for his assignment, his dependents are then examined. These examinations are scheduled by PRO calling the employee and giving him a choice of available times. The employee, in turn, checks with his wife and calls PRO to confirm a specific time.

5 - If any pathology is picked up by the examining doctor, he will advise the dependent to consult an outside physician; and this advice is noted on the dependent's Form 88. After the examinations the dependents are notified of the results and scheduled for an appointment if some pathology is detected. The Dependent Program serves as a detection facility rather than a treatment facility.

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8 - The problem of the air-conditioner installers upsetting the dependent examinations was discussed. In the future these men will have to wait until the examinations are completed before they may begin their work.

9 - C/MS looks forward to further development of the Agency Dependent Program. It is important that this be a successful and happy program in order not to tear down the many accomplishments the Medical Staff has made in the past. He requested the group members to accomplish the following things as soon as possible:

a. C/SD and Registrar - Work out a plan with the Division Admin Officers which will assure a better introduction of employees and dependents to the Medical Staff.

b. Registrar - Change the examination schedule so it will provide for a separation of adult dependents and dependent dependents, and space the examinations of the latter group.

25X1C4a c. C/TSD - Work out a standardization of dependent requirements

d. Chief Nurse - Insure the smooth and efficient running of the dependent physical examinations.

Distribution:

Orig - C/MS

1 - Each Participant

MS/emc

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